

IPIM Meeting 01 March 2022: Action Minutes



(Meeting convened via ZOOM)

Present: Michael Silverleaf (Chair) Andrea Brewster (ARB) (Lead Executive Officer), Alicia Chantrey, Julie Dunnett, Julia Florence (Secretary), Gordon Harris (Treasurer), James St Ville

Register of Interests

No current updates.

Actions: All to keep under review and update as necessary

Advisory Board meeting debrief

IPIM members joined the final part of the Advisory Board (AB) meeting on 1.3.22 and obtained feedback from the AB on their discussions. Key themes were 'widening our reach' ie beyond fee-earners and core IP roles, and 'challenging the naysayers' ie those who do not believe there is a need for EDI activities (and also engaging those who are simply not aware of IP Inclusive). Practical suggestions for addressing these issues will be summarised in the minutes of the AB meeting.

In relation to the business plan the AB suggested embedding EDI principles into post-pandemic redesign of office space and working practices. Ben Buchanan noted that the IPO are already in the process of doing this. IPIM agreed that this is an important topic and it would be beneficial to seek advice from experts in work-place design, and also potentially the UKIPO. It would also be useful to make the senior leaders' think tank aware that IPIM is looking at this issue.

Action: Andrea to contact the senior leaders' think tank

Senior Leaders' pledge

Following a suggestion from IP Fed, JD and GH have been revising the Senior Leaders' pledge for use by in-house IP managers, who are only able to commit to actions on behalf of their department, as opposed to the whole organisation (as required by the current wording). This may also be useful for IP teams within large law firms. The possibility of rewording the pledge such that it can apply to all types of firms and departments was considered, but no conclusion reached. JD and GH will obtain initial thoughts from IP Fed on the current draft.

Action: JD and GH to discuss draft revised pledge with IP Fed

Financial Update

A few more donations have been received. IPReg has again agreed to cover IPIM's operating costs for this year and in the future. MS and JStV are following up on seeking donations from members of the Bar.

Engagement of Haines Watts is progressing and Tanya Booth (who has previously provided ARB with advice on Community Interest Companies) will be the main contact for IPIM work from now on.

Admin Assistant/Intern

ARB is taking advice from HR experts to ensure that the necessary policies and procedures (e.g re sick pay and maternity pay) are in place prior to advertising the administrative support role.

Clifford Chance have offered ARB the opportunity to have one of their future trainees carry out a 4-week internship for IP Inclusive (as part of a wider scheme within, and paid for by, Clifford Chance). Although there are some questions to be resolved it was agreed this would be worth exploring as a means of 'road-testing' the position of an eventual permanent intern.

Action: ARB to progress recruitment of an admin assistant and the offer from Clifford Chance

Impact Survey

Responses have been received from both Charter signatories and individual IP professionals, with numbers similar to the 2020-21 survey. It will remain open for another 2-3 weeks, after which the results will be compiled. It is intended to publish the Impact Report and Business Plan after the Annual Meeting.

Action: Andrea to compile results of survey and prepare Impact Report

Ask ME directory

ARB and JStV will meet with the Directory working group in order to discuss potential alternative names.

Action: ARB to arrange a meeting with the working group after the end of March

Annual Meeting/AGM

It was confirmed that the formal AGM will include appointment of IPIM officers and approval of the financial and annual reports, as well as a summary of changes to IP Inclusive and introduction of new IPIM and Advisory Board.

The main part of the annual meeting will consist of updates from the IP Inclusive communities and networks, plus breakout sessions on plans for the coming year.

ARB will seek facilitators for the break-outs from the Advisory Board; IPIM members may also facilitate.

The possibility of following the meeting with a webinar on a specific topic had been considered but it was agreed not to go ahead with this to avoid Zoom fatigue.

Action: ARB to continue to coordinate annual meeting and AGM plans

Use of IP Inclusive name by other groups

Australian and New Zealand patent attorneys, led by IPTA, are setting up an EDI group along the lines of IP Inclusive and have asked if they may use the IP Inclusive resources and name. It was agreed that IPIM is happy for that group to use resources from the IP Inclusive website, preferably with acknowledgement of the source. However, it was considered that using the IP Inclusive name could lead to confusion and potential issues for both groups in the future, and therefore it would be preferable for the Australian group to use a distinctive name. This is consistent with our response to similar requests from other overseas groups.

Action: ARB to respond accordingly to the Australian contact

General

IPIM members agreed they are happy to review documents prepared by ARB.

It was noted with approval that AC is to speak on EDI at the CITMA Spring Conference.

Date of next meeting

Action: ARB to arrange an IPIM meeting in advance of the 26 April annual meeting